

Defense Property Accountability System (DPAS)

Navy E-Learning Getting Started

LCDR Polly Wolf

OPNAV-N413E

13 August 2003

Agenda

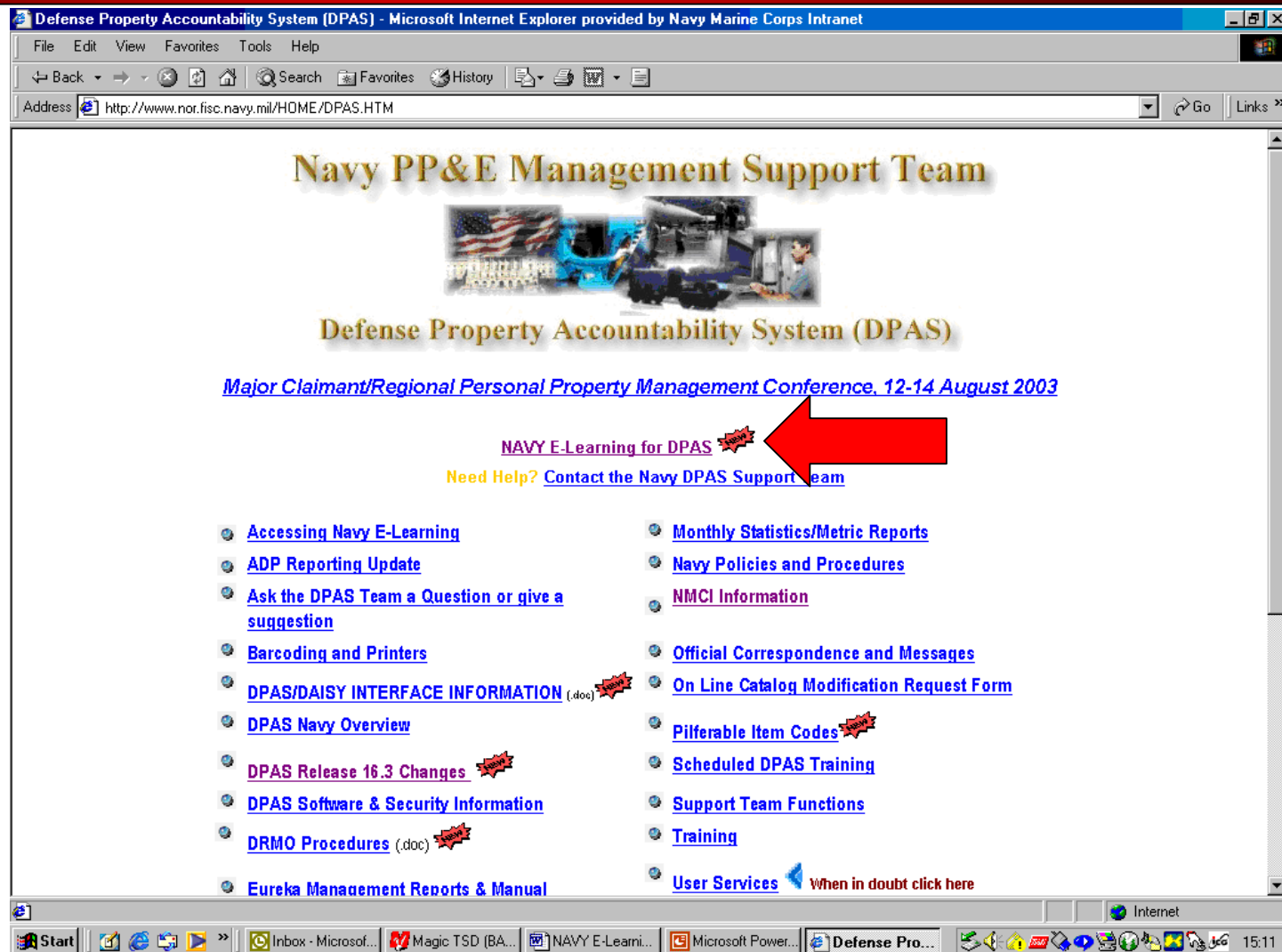
- **Web site**
- **Logging In**
- **Adding courses**
- **Launching**
- **Completing**

Navy E-Learning Web Site

Log onto Navy DPAS web page
at

<http://www.nor.fisc.navy.mil/home/DPAS.htm>.

Click on “Navy E-Learning for
DPAS”




Defense Property Accountability System (DPAS) - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites History Print


Address <http://www.nor.fisc.navy.mil/HOME/DPAS.HTM> Go Links

Navy PP&E Management Support Team




Defense Property Accountability System (DPAS)

[Major Claimant/Regional Personal Property Management Conference, 12-14 August 2003](#)

[NAVY E-Learning for DPAS](#) 

Need Help? [Contact the Navy DPAS Support Team](#)

- [Accessing Navy E-Learning](#)
- [ADP Reporting Update](#)
- [Ask the DPAS Team a Question or give a suggestion](#)
- [Barcoding and Printers](#)
- [DPAS/DAISY INTERFACE INFORMATION \(.doc\)](#)
- [DPAS Navy Overview](#)
- [DPAS Release 16.3 Changes](#)
- [DPAS Software & Security Information](#)
- [DRMO Procedures \(.doc\)](#)
- [Eureka Management Reports & Manual](#)
- [Monthly Statistics/Metric Reports](#)
- [Navy Policies and Procedures](#)
- [NMCI Information](#)
- [Official Correspondence and Messages](#)
- [On Line Catalog Modification Request Form](#)
- [Pillferable Item Codes](#)
- [Scheduled DPAS Training](#)
- [Support Team Functions](#)
- [Training](#)
- [User Services](#)  When in doubt click here

Start | Internet

Inbox - Microsof... Magic TSD (BA... NAVY E-Learni... Microsoft Power... Defense Pro... 15:11

Navy E-Learning Log-in

Navy E-Learning opens

Select Login

Navy E-Learning - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

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Address <http://www.navylearning.navy.mil/> Go Links >>

eNAVY learning

Home
Log-in
Getting Started
Catalog
Education
Training
Professional Development
References and Links
What's New?
Policy and Guidelines
Help / Feedback / FAQs

NEWS FLASH

First time users should familiarize themselves with the contents of the [Getting Started](#), [What's New](#), and the [Help/Feedback/FAQs](#) sections before engaging the Navy E-Learning site.

Welcome to Navy E-Learning
ANYTIME ANYWHERE

This is an official US Navy website
You are visitor 7116703 since 05/01/2001

Privacy & Security Notice
Terms of Use

Shortcut to login.cfm (secure Web site)

Start | Inbox - ... | Docum... | New P... | Defens... | Navy ... | Internet

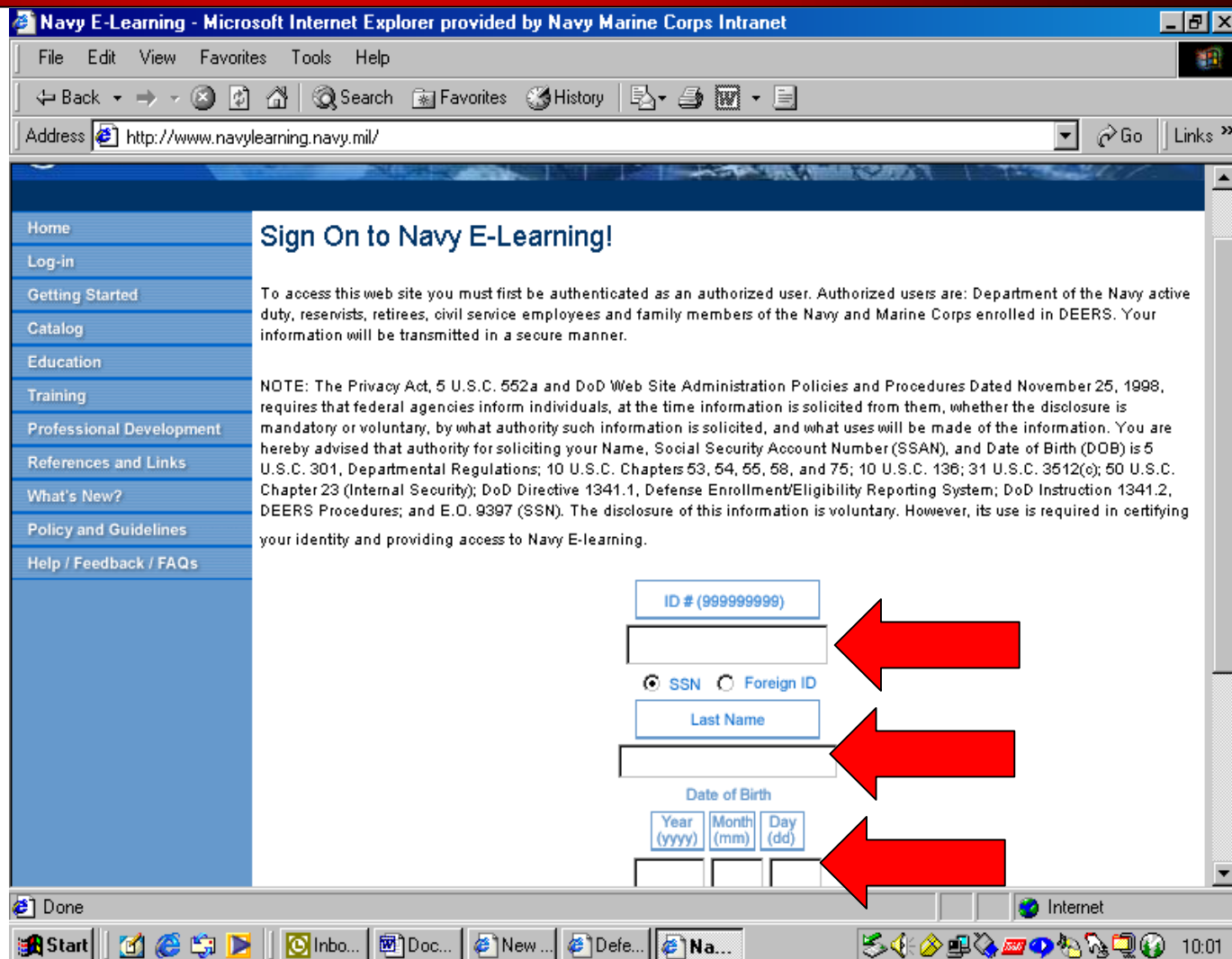
10:00

Navy E-Learning Log-in

- Input your SSN #, last name and date of birth.

- (Not displayed) Under the date of birth data field, select Click Here to Continue.

NOTE: Individuals logging on to Navy E Learning must be listed in the Defense Enrollment Eligibility Reporting System (DEERS).



Sign On to Navy E-Learning!

To access this web site you must first be authenticated as an authorized user. Authorized users are: Department of the Navy active duty, reservists, retirees, civil service employees and family members of the Navy and Marine Corps enrolled in DEERS. Your information will be transmitted in a secure manner.

NOTE: The Privacy Act, 5 U.S.C. 552a and DoD Web Site Administration Policies and Procedures Dated November 25, 1998, requires that federal agencies inform individuals, at the time information is solicited from them, whether the disclosure is mandatory or voluntary, by what authority such information is solicited, and what uses will be made of the information. You are hereby advised that authority for soliciting your Name, Social Security Account Number (SSAN), and Date of Birth (DOB) is 5 U.S.C. 301, Departmental Regulations; 10 U.S.C. Chapters 53, 54, 55, 58, and 75; 10 U.S.C. 136; 31 U.S.C. 3512(c); 50 U.S.C. Chapter 23 (Internal Security); DoD Directive 1341.1, Defense Enrollment/Eligibility Reporting System; DoD Instruction 1341.2, DEERS Procedures; and E.O. 9397 (SSN). The disclosure of this information is voluntary. However, its use is required in certifying your identity and providing access to Navy E-learning.

ID # (999999999)

☒ SSN ☐ Foreign ID

Last Name

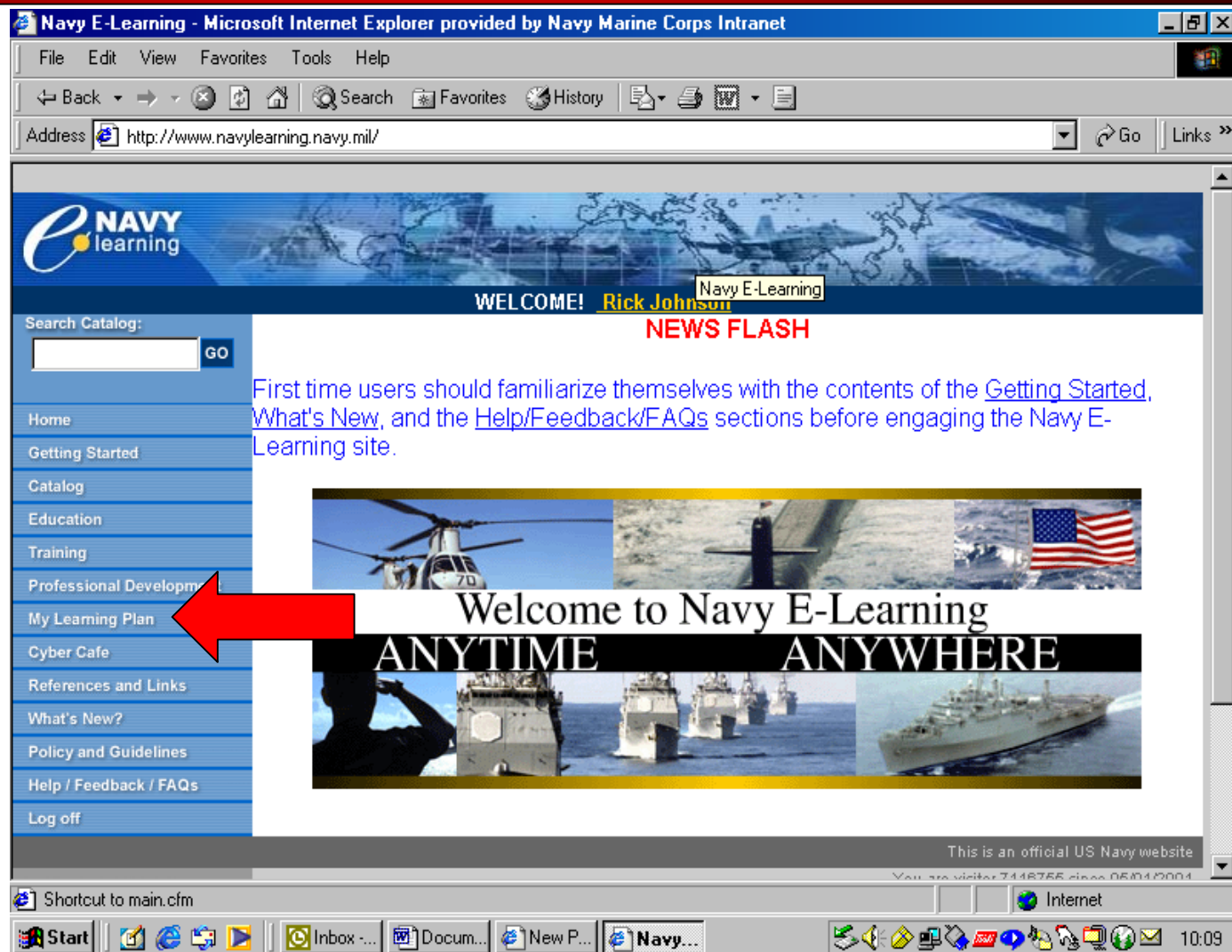
Date of Birth

Year (yyyy) Month (mm) Day (dd)

Click Here to Continue

Navy E-Learning My Learning Plan

-Select “My Learning Plan”.



Navy E-Learning - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print View Source

Address <http://www.navylearning.navy.mil/> Go Links

eNAVY learning

WELCOME! [Rick Johnson](#)

NEWS FLASH

First time users should familiarize themselves with the contents of the [Getting Started](#), [What's New](#), and the [Help/Feedback/FAQs](#) sections before engaging the Navy E-Learning site.

Search Catalog: GO

- Home
- Getting Started
- Catalog
- Education
- Training
- Professional Development
- My Learning Plan**
- Cyber Cafe
- References and Links
- What's New?
- Policy and Guidelines
- Help / Feedback / FAQs
- Log off

Welcome to Navy E-Learning
ANYTIME ANYWHERE

This is an official US Navy website
You are visitor 7448755 since 05/04/2004

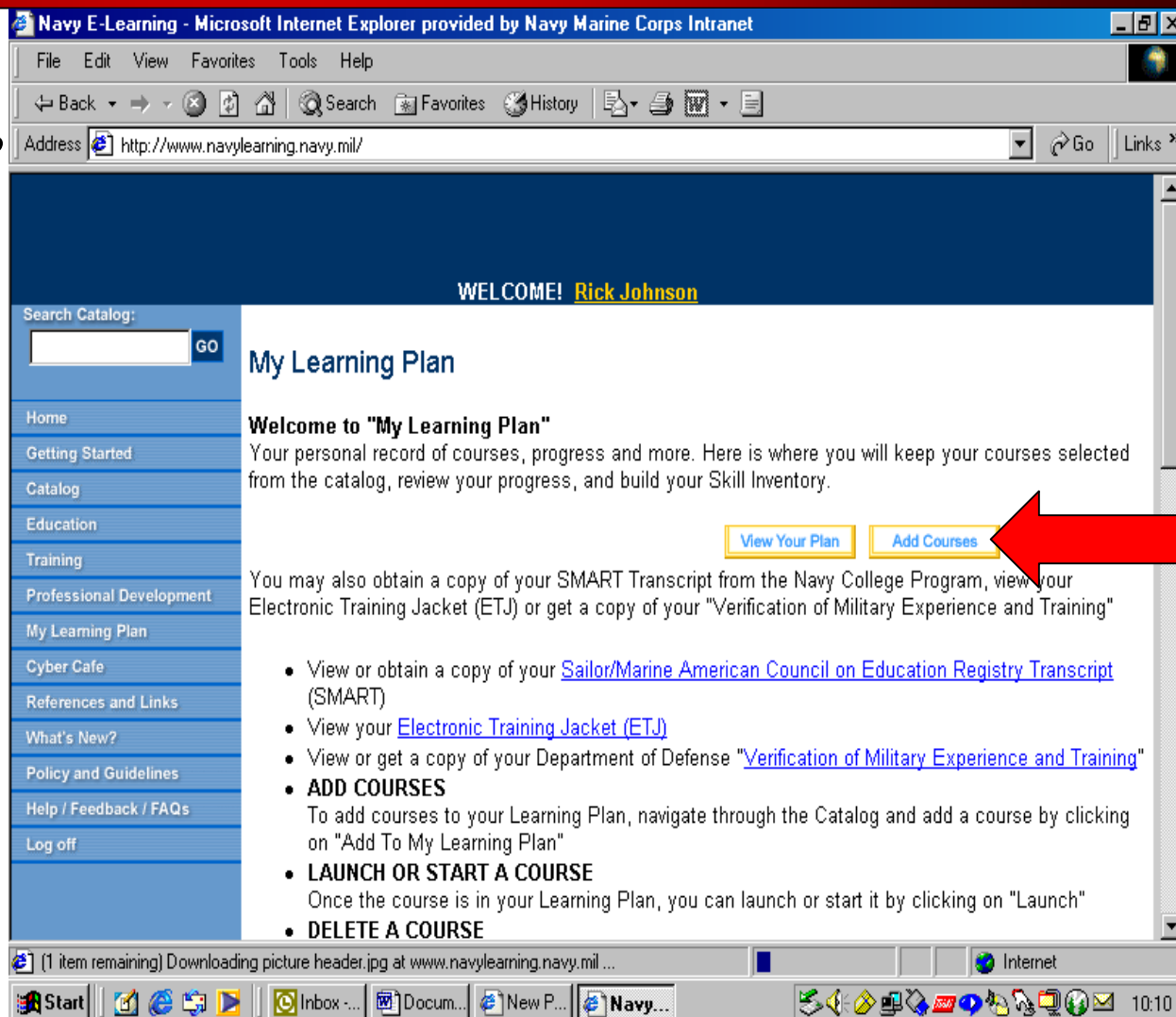
Shortcut to main.cfm

Start | Internet | Inbox... | Docum... | New P... | Navy...

10:09

Navy E-Learning Add Course

– Click on “Add Courses”



WELCOME! Rick Johnson

My Learning Plan

Welcome to "My Learning Plan"
Your personal record of courses, progress and more. Here is where you will keep your courses selected from the catalog, review your progress, and build your Skill Inventory.

[View Your Plan](#) [Add Courses](#)

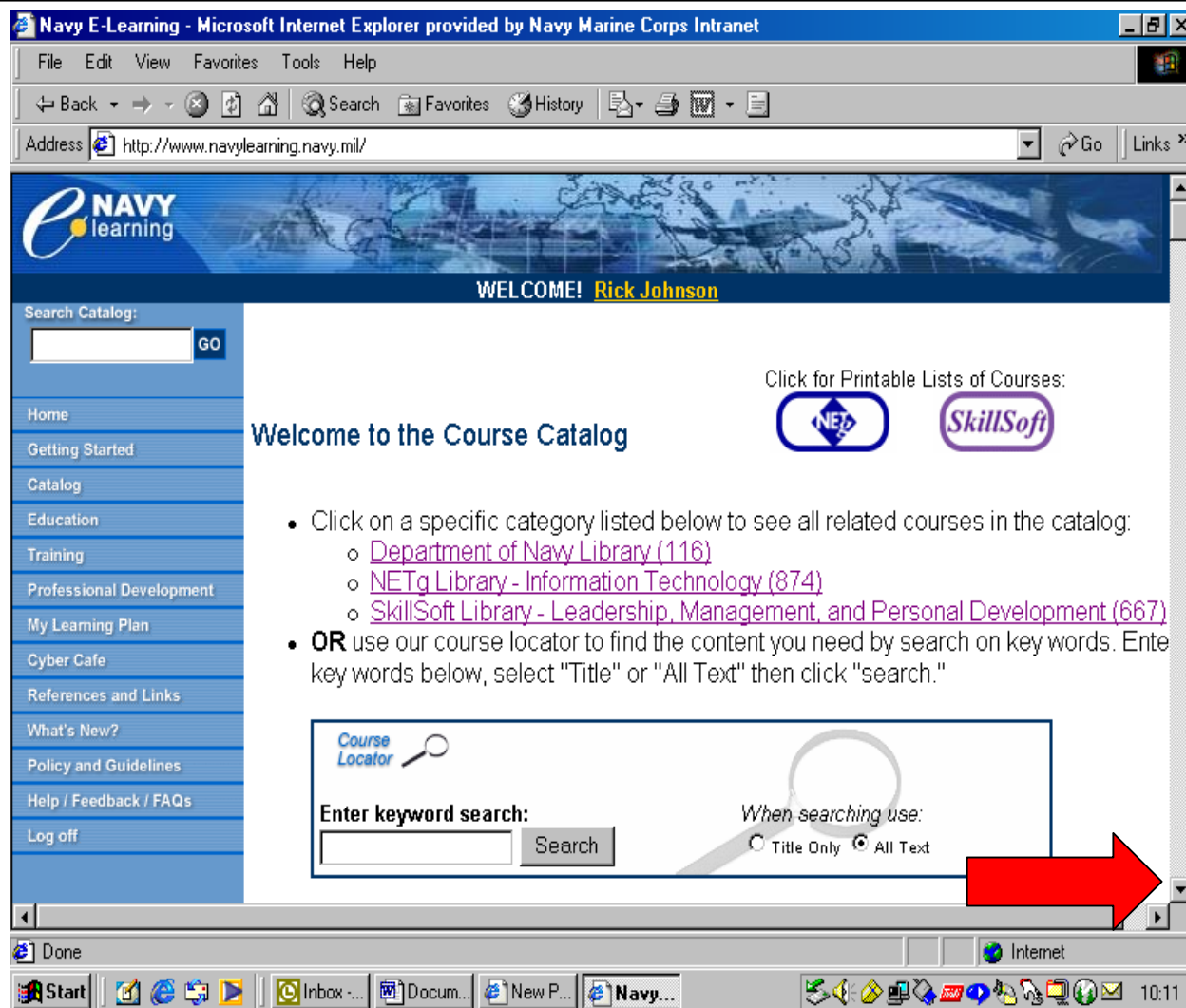
You may also obtain a copy of your SMART Transcript from the Navy College Program, view your Electronic Training Jacket (ETJ) or get a copy of your "Verification of Military Experience and Training"

- View or obtain a copy of your [Sailor/Marine American Council on Education Registry Transcript \(SMART\)](#)
- View your [Electronic Training Jacket \(ETJ\)](#)
- View or get a copy of your Department of Defense "[Verification of Military Experience and Training](#)"
- **ADD COURSES**
To add courses to your Learning Plan, navigate through the Catalog and add a course by clicking on "Add To My Learning Plan"
- **LAUNCH OR START A COURSE**
Once the course is in your Learning Plan, you can launch or start it by clicking on "Launch"
- **DELETE A COURSE**

Navy E-Learning Add Course

- Scroll down to select the course titled

“ Military Property
Management
System



Navy E-Learning - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print View Source

Address <http://www.navylearning.navy.mil/> Go Links

eNAVY learning

WELCOME! **Rick Johnson**

Search Catalog: GO

Home
Getting Started
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Education
Training
Professional Development
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Cyber Cafe
References and Links
What's New?
Policy and Guidelines
Help / Feedback / FAQs
Log off

Click for Printable Lists of Courses:

NETg **SkillSoft**

Welcome to the Course Catalog

- Click on a specific category listed below to see all related courses in the catalog:
 - [Department of Navy Library \(116\)](#)
 - [NETg Library - Information Technology \(874\)](#)
 - [SkillSoft Library - Leadership, Management, and Personal Development \(667\)](#)
- OR use our course locator to find the content you need by search on key words. Enter key words below, select "Title" or "All Text" then click "search."

Course Locator

Enter keyword search: Search

When searching use:
☐ Title Only ☒ All Text

Done Internet

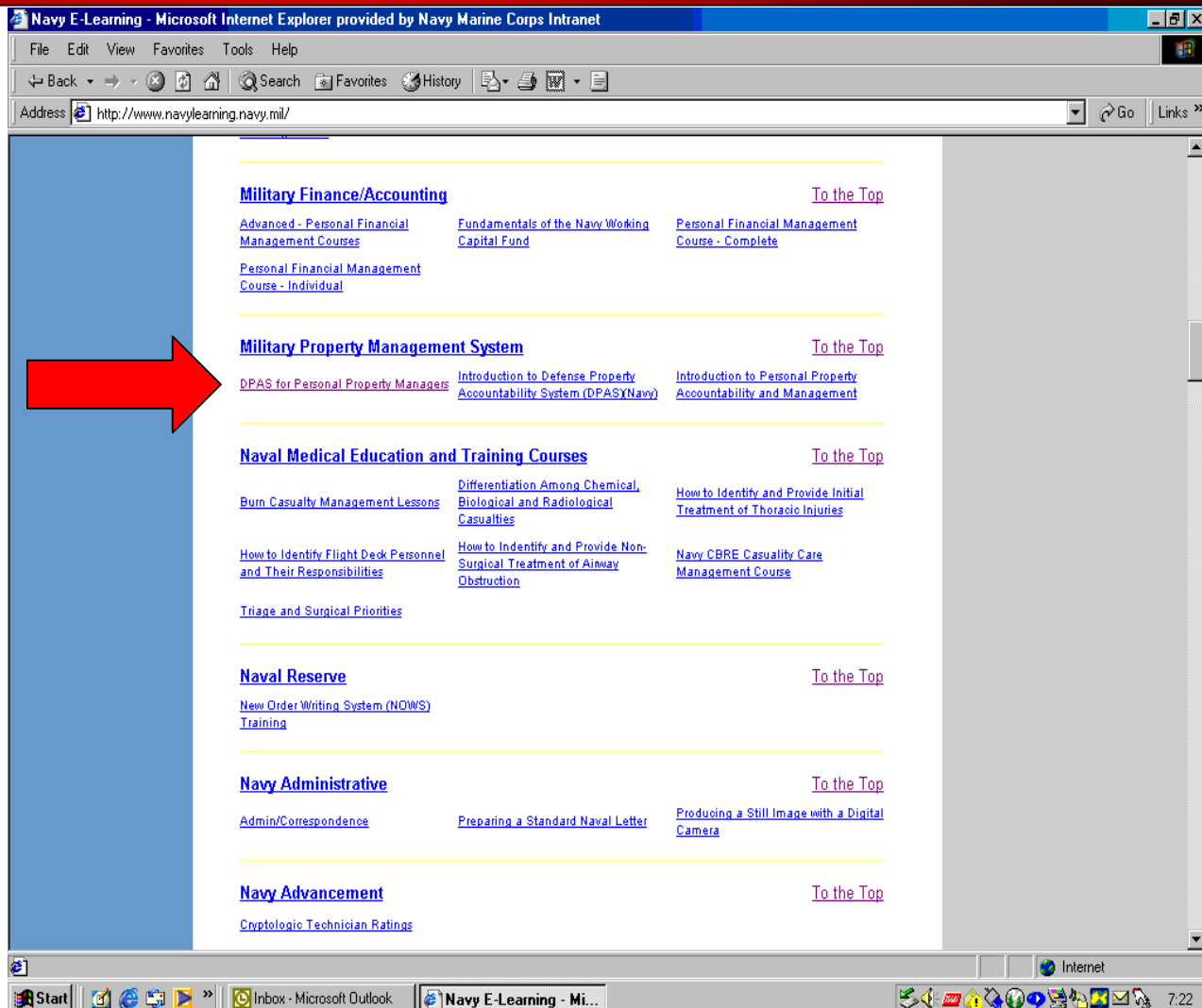
Start | Inbox | Docum... | New P... | Navy...

10:11

Navy E-Learning Add Course

Users should take the courses in the order in which they are listed below:

- Introduction to Personal Property Accountability and Management
- Introduction to Defense Property Accountability System (DPAS) (Navy)

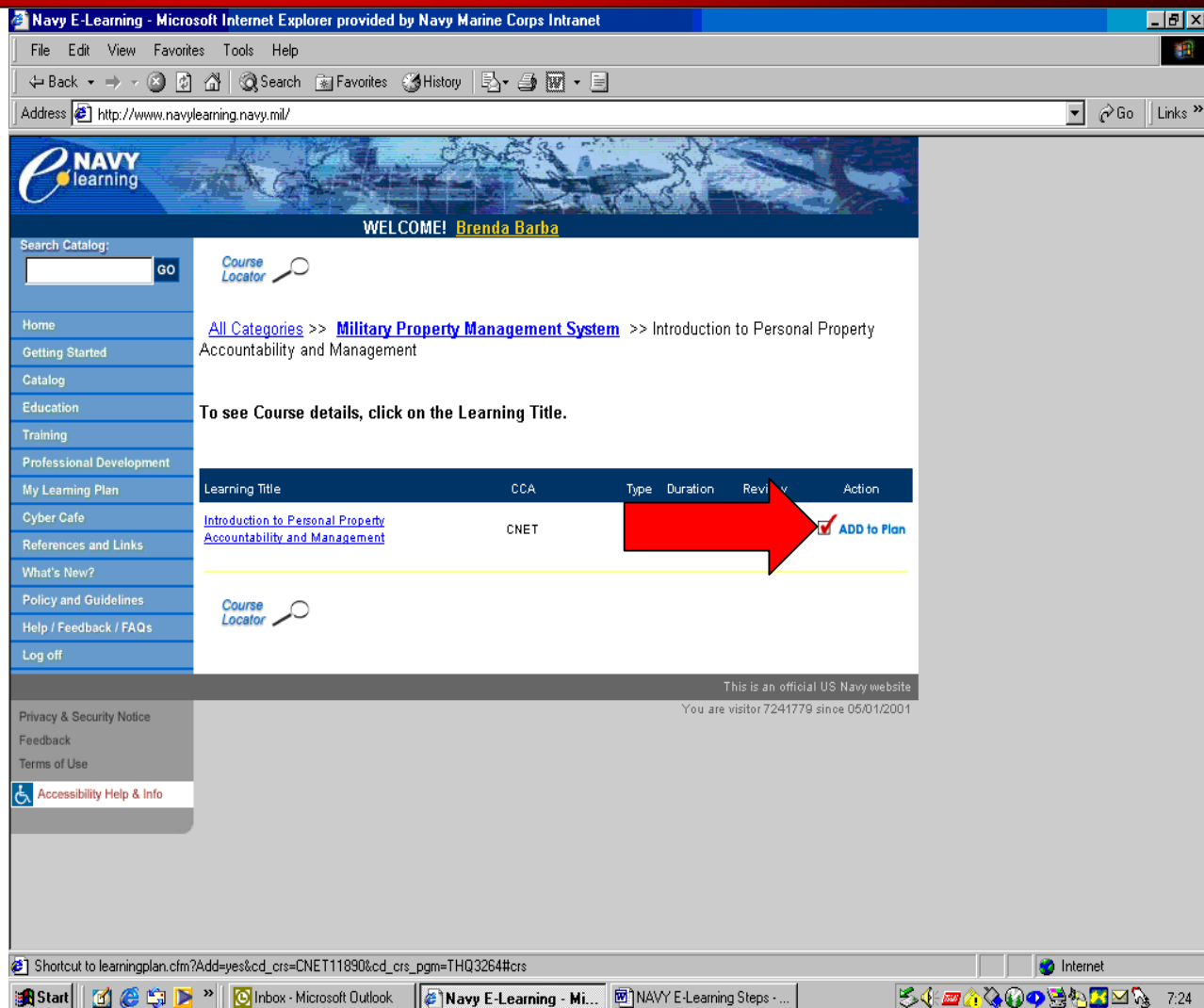


The screenshot shows the Navy E-Learning website in Microsoft Internet Explorer. The address bar displays <http://www.navylearning.navy.mil/>. The website content is organized into several sections, each with a 'To the Top' link. A large red arrow points to the 'Military Property Management System' section.

Section	Links	Action
Military Finance/Accounting	Advanced - Personal Financial Management Courses Fundamentals of the Navy Working Capital Fund Personal Financial Management Course - Complete Personal Financial Management Course - Individual	To the Top
Military Property Management System	DPAS for Personal Property Managers Introduction to Defense Property Accountability System (DPAS/Navy) Introduction to Personal Property Accountability and Management	To the Top
Naval Medical Education and Training Courses	Burn Casualty Management Lessons Differentiation Among Chemical, Biological and Radiological Casualties How to Identify and Provide Initial Treatment of Thoracic Injuries How to Identify Flight Deck Personnel and Their Responsibilities How to Identify and Provide Non-Surgical Treatment of Airway Obstruction Navy CBRE Casualty Care Management Course Triage and Surgical Priorities	To the Top
Naval Reserve	New Order Writing System (NOWS) Training	To the Top
Navy Administrative	Admin/Correspondence Preparing a Standard Naval Letter Producing a Still Image with a Digital Camera	To the Top
Navy Advancement	Cryptologic Technician Ratings	To the Top

Navy E-Learning Add Course

Click on the check box
“ADD to Plan”



Navy E-Learning - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites History Print

Address <http://www.navylearning.navy.mil/> Go Links >>

NAVY learning

WELCOME! **Brenda Barba**

Search Catalog: GO

Course Locator

Home
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Catalog
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Cyber Cafe
References and Links
What's New?
Policy and Guidelines
Help / Feedback / FAQs
Log off

[All Categories](#) >> [Military Property Management System](#) >> Introduction to Personal Property Accountability and Management

To see Course details, click on the Learning Title.

Learning Title	CCA	Type	Duration	Review	Action
Introduction to Personal Property Accountability and Management	CNET				<input checked="" type="checkbox"/> ADD to Plan

Course Locator

This is an official US Navy website
You are visitor 7241779 since 05/01/2001

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Terms of Use
[Accessibility Help & Info](#)

Shortcut to learningplan.cfm?Add=yes&cd_crs=CNET11890&cd_crs_pgm=THQ3264#crs

Start | [Internet](#) | [Inbox - Microsoft Outlook](#) | [Navy E-Learning - Mi...](#) | [NAVY E-Learning Steps - ...](#) | 7:24

Navy E-Learning Launching Course

Double click on "Launch"

Navy E-Learning - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

File Edit View Favorites Tools Help

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Address <http://www.navylearning.navy.mil/> Go Links

Learning Plan

[Back To Top](#)

[Configuration Information](#) [Add Courses](#) [Record of Progress](#)


ATTENTION: You already have that course in your learningplan, and it may not be added again.

Learning Title	Type	Action	Review	Plan Date
MS Excel 2000 Fundamentals	WEB	LAUNCH DELETE	Rate This Course!	07/10/2002
MS Excel 2000 Proficient User	WEB	LAUNCH DELETE	Rate This Course!	07/10/2002
Introduction to Personal Property Accountability and Management	WEB	LAUNCH		06/04/2003
MS Outlook 2000 Fundamentals	WEB	LAUNCH DELETE	Rate This Course!	07/11/2003
DPAS for Personal Property Managers	WEB	LAUNCH DELETE	Rate This Course!	07/16/2003

[Update](#)

Record of Progress

[Back To Top](#)

Certificate	Learning Title	Status Date	Status	Score
	MS Outlook 2000 Fundamentals	07/11/2003	In Process	0.00
	Introduction to Personal Property Accountability and Management	06/04/2003	Complete (CBT)	5.88
	MS Excel 2000 Fundamentals	07/10/2002	In Process	1.00

Shortcut to javascript:OpenPopUp(curricLaunch.cfm?noemp=5066051&cdcrs=CNET11890&launchpage=http://www.navylearning.navy.mil/ts

Start Internet

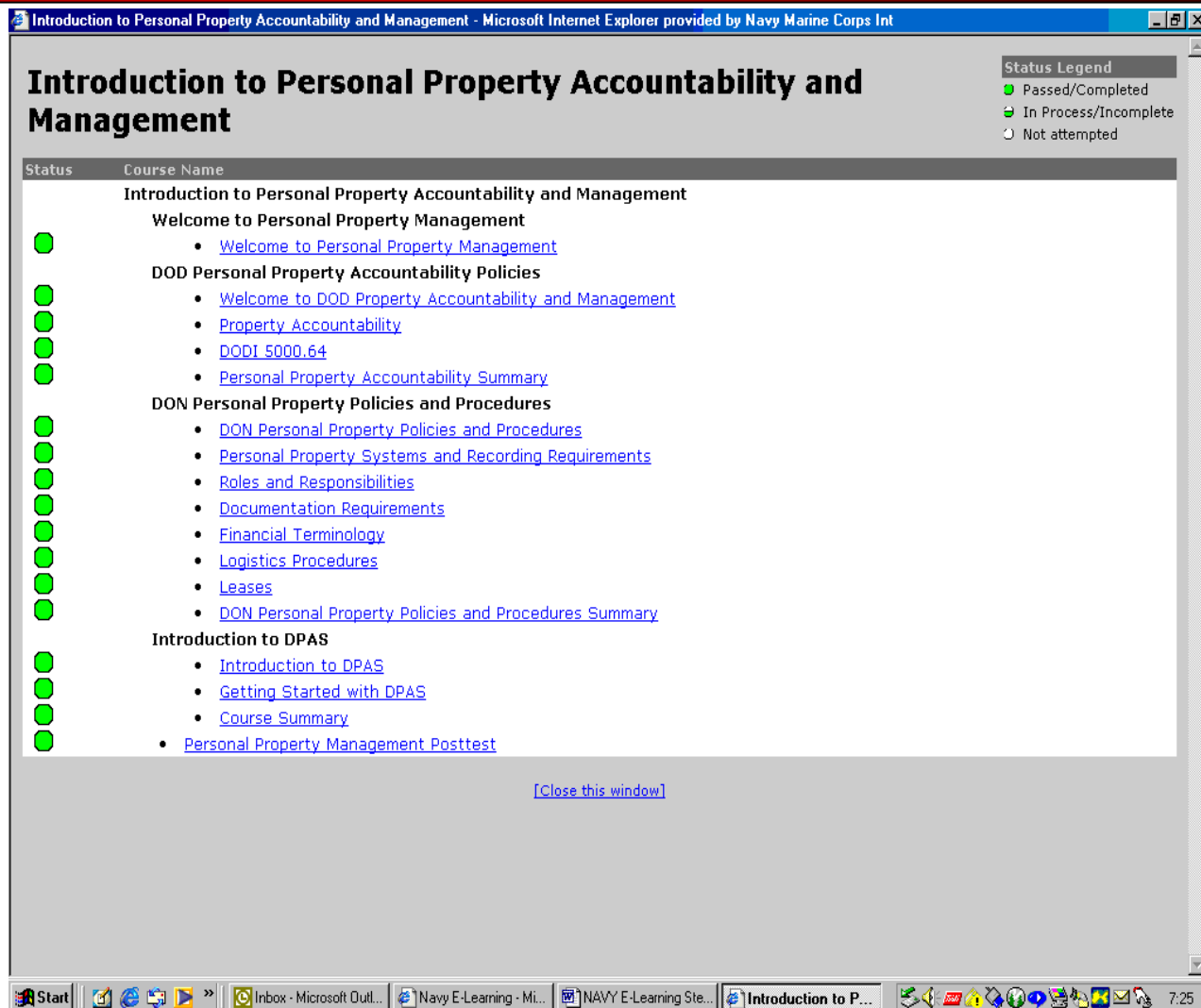
Inbox - Microsoft Outlook Navy E-Learning - Mi... NAVY E-Learning Steps - ... 7:25

Navy E-Learning Launching Course

- A listing of all lessons contained in the course will be displayed

Select Welcome to Personal Property Management

NOTE: The status circle indicates this course is in process.



Introduction to Personal Property Accountability and Management - Microsoft Internet Explorer provided by Navy Marine Corps Int

Introduction to Personal Property Accountability and Management

Status Legend
☒ Passed/Completed
☒ In Process/Incomplete
☐ Not attempted

Status	Course Name
<input checked="" type="radio"/>	Introduction to Personal Property Accountability and Management
<input checked="" type="radio"/>	Welcome to Personal Property Management <ul style="list-style-type: none"> Welcome to Personal Property Management
<input checked="" type="radio"/>	DOD Personal Property Accountability Policies <ul style="list-style-type: none"> Welcome to DOD Property Accountability and Management Property Accountability DODI 5000.64 Personal Property Accountability Summary
<input checked="" type="radio"/>	DON Personal Property Policies and Procedures <ul style="list-style-type: none"> DON Personal Property Policies and Procedures Personal Property Systems and Recording Requirements Roles and Responsibilities Documentation Requirements Financial Terminology Logistics Procedures Leases DON Personal Property Policies and Procedures Summary
<input checked="" type="radio"/>	Introduction to DPAS <ul style="list-style-type: none"> Introduction to DPAS Getting Started with DPAS Course Summary Personal Property Management Posttest

[Close this window]

Start | Internet Explorer | Microsoft Outlook | Navy E-Learning - Mi... | NAVY E-Learning Ste... | Introduction to P... | 7:25

Navy E-Learning Taking Course

Follow the screen prompts

The screenshot shows a web browser window titled "MKSI - Microsoft Internet Explorer provided by Navy Marine Corps Intranet". The page is for the "Defense Property Accountability System" (DPAS) and is titled "Personal Property Accountability and Management Course Introduction". It includes a "Course Audience" section and a link to a text-only version of the lesson. At the bottom of the page, there are three buttons: "MENU", "QUICK REFERENCES", and "NEXT>". A large red arrow points to the "NEXT>" button. The browser's taskbar at the bottom shows several open windows, including "Inbox - Micro...", "Navy E-Lea...", "NAVY E-Le...", "Introduction...", and "MKSI - M...". The system clock in the bottom right corner shows the time as 7:27.

MKSI - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

DPAS Defense Property Accountability System
Welcome to Personal Property Management

**Personal Property Accountability and Management
Course Introduction**

This course is offered to all personnel who, in order to become proficient users of the Defense Property Accountability System (DPAS), require an introduction to the policies governing personal property accountability and management.

Course Audience

This course is intended for all Navy and Marine personnel who need an introduction to the policies and procedures governing personal property management and accountability. Personnel responsible for tracking or managing personal property and using the DPAS system are strongly encouraged to complete this course.

[Click here for a text-only version of this lesson.](#)

DPAS

Select Next for more course information.

Entering Tracking Managing

MENU QUICK REFERENCES NEXT>

Done Internet

Start Inbox - Micro... Navy E-Lea... NAVY E-Le... Introduction... MKSI - M...

7:27

Navy E-Learning Completing Course

Upon completion of the lesson select
MENU.

- A dialog box will appear “Exit from
current assignable unit?”

Click OK.

MKSI - Microsoft Internet Explorer provided by Navy Marine Corps Intranet

DPAS Defense Property Accountability System
Welcome to Personal Property Management

Personal Property Accountability and Management Course Introduction

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[Click here for a text-only version of this lesson.](#)

Entering Tracking Managing

MENU QUICK REFERENCES NEXT>

Shortcut to javascript:ButtonClick('toolbar_menu');

Start | Internet | 7:27

Microsoft Internet Explorer dialog box: Exit from the current assignable unit? OK Cancel